



PEACE RIVER REGIONAL DISTRICT

RURAL BUDGETS ADMINISTRATION COMMITTEE MEETING MINUTES

DATE: April 16, 2020

PLACE: Regional District Office Boardroom, Dawson Creek, BC

PRESENT: **Directors**

Director Rose, Meeting Chair
Director Sperling (*via conference call*)
Director Goodings (*via conference call*)
Director Hiebert (*via conference call*)

Staff

Shawn Dahlen, Chief Administrative Officer (*via conference call*)
Lyle Smith, Chief Financial Officer (*via conference call*)
Crystal Brown, Electoral Area Manager (*via conference call*)
Trevor Ouellette, I.T. Manager
Trish Morgan, General Manager of Community Services (*via conference call*)
Kelsey Bates, Deputy Corporate Officer (*via conference call*)
Kori Elden, Executive Assistant / HR Generalist, Recording Secretary (*via conference call*)

Others

1. CALL TO ORDER

The Chair called the meeting to order at 2:45 pm.

2. DIRECTORS' NOTICE OF NEW BUSINESS:

Referred from EADC South Peace Arts Society

Referred from EADC Upper Pine Skating Rink

Referred from EADC Connectivity

3. ADOPTION OF AGENDA:

MOVED by Director Goodings, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee agenda for the April 16, 2020
meeting be adopted as amended to include Directors' new business:

1. CALL TO ORDER:

1.1 Meeting Chair - Director Rose

2. DIRECTORS' NOTICE OF NEW BUSINESS:

3. ADOPTION OF AGENDA:

4. ADOPTION OF MINUTES:

4.1 Rural Budgets Administration Committee Draft Meeting Minutes of February 20,
2020

5. BUSINESS ARISING FROM THE MINUTES:

- 6. **DELEGATIONS:** None
- 7. **CORRESPONDENCE:**
 - ADOPTION OF AGENDA (Continued)**
 - 7.1 Fort St. John Public Library Board - Annual Allocation of Funds
 - 7.2 Camp Sagitawa - Thank You Letter
 - 7.3 Dawson Creek Secondary School - Scholarships/Bursaries for DCSS Grads of 2020
 - 7.4 North Peace Secondary School - Scholarships/Bursaries for NPSS Grads of 2020
- 8. **REPORTS:**
 - 8.1 2020 Rural Recreational and Cultural Grants-in-Aid - Eligibility Review
 - 8.2 Grant Request – Mile 22 Community Park Association
 - 8.3 Grant Request – Tomslake and District Volunteer Fire Department
 - 8.4 Grant Request – Fort St. John Senior Citizens Association Branch 58
 - 8.5 March 2020 Financial Report
- 9. **DISCUSSION ITEMS:**
 - 9.1 Clearview Arena Renovations
 - 9.2 Rural Seniors Initiative
- 10. **NEW BUSINESS:**
 - 10.1 South Peace Arts Society
 - 10.2 Upper Pine Skating Rink
 - 10.03 Connectivity
- 11. **COMMUNICATIONS:**
- 12. **DIARY:**
 - 12.1 Diary Items
- 13. **ADJOURNMENT:**

CARRIED

4. ADOPTION OF MINUTES:

- 4.1 Feb. 20/20 RBAC Minutes
MOVED by Director Sperling, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee Meeting Minutes of February 20,
2020 be adopted.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES: None.

- 6. **DELEGATIONS:** None.

7. CORRESPONDENCE:

- 7.1 Jan. 9/20 – FSJ Public Library – Annual Allocation of Funds
The Rural Budgets Administration Committee discussed the request from the Fort St. John Public Library. Director Goodings advised that she would contact the Library.
- 7.2 Jan. 31/20 – Camp Sagitawa – Thank You Letter
MOVED by Director Goodings, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee receive the January 1, 2020 thank you email from Camp Sagitawa for information.
- 7.3 Mar. 31/20 – DCSS – Scholarships/Bursaries for Grads
MOVED by Director Hiebert, SECONDED by Director Goodings,
That the Rural Budgets Administration Committee forward a letter to Dawson Creek Secondary School (DCSS) to confirm that the Committee will continue to provide funding towards the DCSS scholarship program in 2020.

CARRIED

CARRIED

7.4
Apr. 2/20 – NPSS –
Scholarships/Bursaries
for Grads

MOVED by Director Goodings, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee forward a letter to North Peace
Senior Secondary School (NPSS) to confirm that the Committee will continue to
provide funding towards the NPSS scholarship program in 2020.

CARRIED

8. REPORTS:

Vary the Agenda

The Chair varied the agenda to deal with item 8.2 at this time. Item 8.1 is addressed
later in the meeting.

8.2
Apr. 2/20 – Grant
Request – Mile 22
Community Park
Association

MOVED by Director Hiebert, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee (RBAC) defer the April 2, 2020
report “Grant Request – Mile 22 Community Park Association” to the next RBAC
meeting.

8.3
Apr. 3/20 – Grant
Request – Tomslake
and District Volunteer
Fire Department

MOVED by Director Hiebert, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee authorize a grant in the amount of
\$15,000, payable from Electoral Area D Peace River Agreements, Spending Item #6 –
Fire Protection, to be issued to the Tomslake and District Volunteer Fire Department
for the purchase of an enclosed trailer; further, that the 2020 Tomslake Fire budget
be amended to: 1. Increase Transfer from Reserves – Peace River Agreement Reserve
by \$15,000 2. Increase Grants to Organizations by \$15,000.

CARRIED

8.4
Mar. 31/20 – Grant
Request – Fort St.
John Senior Citizens
Association Brand 58

MOVED by Director Goodings, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee authorize a grant in the amount of
\$9,000, payable from Electoral Area B Peace River Agreements, Spending Item #3 -
Halls, Trails and Walking Paths; to be issued to the Fort St. John Senior Citizens
Association Branch #58 to assist with the installation of a new fire alarm system at
the seniors hall.

CARRIED

8.5
Apr. 3/20 – March
2020 Financial Report

MOVED by Director Sperling, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee receive the March 2020 Financial
Report for discussion.

CARRIED

9. DISCUSSION ITEMS:

9.1 Clearview Arena
Renovations

MOVED by Director Goodings, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee increase the Clearview Arena
Society’s Arena Dehumidification System project by \$10,000, for a total budget of
\$160,000, payable from Community Works Gas Tax; further, that the budget be
amended by:

1. Increasing Transfer from Gas Tax reserve - \$10,000
2. Increasing Grants to Organizations - \$10,000

CARRIED

9.2 Rural Seniors Initiative
MOVED by Director Rose, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee contribute \$50,000 from Area E PRA, Spending Item #4 – Assistance to Other Organizations, and \$50,000 from Area D PRA, Spending Item #4 – Assistance to Other Organizations, to the rural seniors initiatives administered by the Dawson Creek Society for Community Living.

CARRIED

10. NEW BUSINESS:

10.1 South Peace Arts Society
The Rural Budgets Administration Committee directed staff to contact the school districts to see if they are distributing art packages to the children while at home due to COVID-19, and further requested that the Dawson Creek Art Gallery/South Peace Art Society be asked to submit a grant application for their project.

10.2 Upper Pine Skating Rink
MOVED by Director Goodings, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee authorize a grant in the amount of \$35,000, payable 50% from Area B Fair Share and 50% from Area B PRA, Spending Item #4 – Assistance to Other Organizations, to be issued to the Upper Pine Elementary/Jr. Secondary School PAC for the upper pine skating rink board replacement project.

CARRIED

10.03 Connectivity
MOVED by Director Sperling, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee hold a special committee meeting on Tuesday, April 21, 2020 at 2:00 pm to discuss connectivity updates.

11. COMMUNICATIONS: None.

12. DIARY:

12.1 No changes were made to the Diary.

8.1 Mar. 6/20 – 2020 Rural Recreational and Cultural Grants-in-Aid-Eligibility Review
MOVED by Director Hiebert, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee determine which grant applications, if any, will be provided with a grant through alternative funding options; further, that should the Committee authorize any such grants that the appropriate funding source be identified.

CARRIED

MOVED by Director Goodings, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee approve the following Area B 2020 Recreational and Cultural Grants-in-Aid as follows:

Buick Community Club	\$ 9,800
Cache Creek Community Club	\$ 7,000
Cecil Lake Recreation Commission	\$ 5,000
Golata Creek Recreation Commission	\$ 2,850
Goodlow Community Club	\$ 710

King's Valley Christian Camp	\$ 10,930
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(resolution continued from previous page)	
Montney Recreation Commission	\$ 16,662
North Peace 4H District Council	\$ 2,900
North Peace Fall Fair	\$ 6,600
North Peace Historical Society	\$ 24,000
Osborn Community Hall	\$ 930
Rock of Ages Bible Camp	\$ 11,800
Rose Prairie Community Curling Centre	\$ 21,986
North Peace 4H District Council (Annual Travel)	\$ 1,000
Area B Rural Bursary	\$ 2,000
Youth Travel	\$ 1,500
Total Allocations	\$125,668
Area B Budget Amount	\$130,000
Area B GIA remaining after allocations	\$4,332

CARRIED

MOVED by Director Sperling, SECONDED by Director Hiebert,
 That the Rural Budgets Administration Committee approve the following Area C 2020
 Recreational and Cultural Grants-in-Aid as follows:

Charlie Lake Community Club	\$ 10,800
Area C Rural Scholarship	\$ 5,000
Youth Travel	\$ 1,000
Total Allocations	\$ 16,800
Area C Budget	\$50,000
Area C GIA remaining after allocations	\$33,200

CARRIED

MOVED by Director Sperling, SECONDED by Director Hiebert,
 That the Rural Budgets Administration Committee deny the 2020 Recreation and
 Cultural Grants-in-Aid application from Lake Point Golf and Country Club and provide
 no grant funding.

CARRIED

MOVED by Director Rose, SECONDED by Director Sperling,
 That the Rural Budgets Administration Committee approve the following Area E 2020
 Recreational and Cultural Grants-in-Aid as follows:

Camp Emile	\$ 8,850
Chetwynd & District Rod and Gun Club	\$ 10,775.40
Chetwynd Electric Eels	\$15,000
Chetwynd Gymkhana Club	\$2,500
Chetwynd Social Planning Society	\$8,000
Foothills Team Roping	\$12,500
Little Giant Figure Skating	\$15,000
Little Prairie Heritage Society	\$3,100
Moberly Lake Community Association	\$3,900
Pine Valley Exhibition Park	\$12,694.60
Pine Valley Seniors Society	\$2,680

Electoral Area E Bursaries	\$1,000
Youth Travel	\$2,000
Total Allocations	\$ 98,000
Area E Budget	\$103,000
Area E GIA remaining after allocations	\$5,000

CARRIED

MOVED by Director Rose, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee approve a grant for the Chetwynd
& District Rod and Gun Club in the amount of \$10,445.41, payable from Community
Works Gas Tax, for new interior lighting.

CARRIED

MOVED by Director Hiebert, SECONDED by Director Rose,
That the Rural Budgets Administration Committee approve the following Sub-
Regional 2020 Recreational and Cultural Grants-in-Aid as follows:

Bessborough Community Club	\$8,000
Cutbank Community Club	\$19,881
Dawson Creek Sportsman's Club	\$22,586.59
Dawson Creek Youth Centre/The ARK	\$15,000
Doe River Recreation Commission	\$9214.67
Farmington Community Association	\$15,000
Groundbirch Recreation Commission	\$2,110
McLeod Recreation & Social Services Society	\$20,795.70
Rolla Ratepayers Association	\$20,500
Sunset Prairie Recreation Commission	\$23,410.44
Swan Lake Enhancement Society	\$800
Tomslake Community Cultural Association	\$6,000
Tomslake & District Recreation Commission	\$14,201.60
Tupper Community Club	\$18,000
Sub-Regional Scholarship	\$1,500
Sub-Regional Trades Bursary	\$1,500
Youth Travel	\$1,500
Total Allocations	\$ 200,000
Sub-Regional Budgets	\$200,000
Sub-Regional GIA remaining after allocations	\$0

CARRIED

MOVED by Director Rose, SECONDED by Director Hiebert,
That the Rural Budgets Administration Committee approve a grant for the Sunset
Prairie Recreation Commission in the amount of \$5,500, payable from Area E PRA,
Spending Item #4 (Assistance to Other Organizations), for the bleacher project.

CARRIED

MOVED by Director Hiebert, SECONDED by Director Rose,
That the Rural Budgets Administration Committee approve a grant for the Tomslake
& District Recreation Commission in the amount of \$6,800, payable from Area D PRA
Spending Item #4 (Asst. to Other Orgs), for a lawn mower.

CARRIED

MOVED by Director Goodings, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee approve a grant for the Goodlow Community Club in the amount of \$9,500, payable from Area B PRA Spending Item #4 (Asst to other Orgs.), for improvements to the concession stand and a cement floor for the gazebo.

CARRIED

MOVED by Director Goodings, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee approve a grant for the Goodlow Community Club in the amount of \$9,500, payable from Area B Fair Share for improvements to the concession stand and a cement floor for the gazebo.

CARRIED

MOVED by Director Goodings, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee approve a grant for the Kings Valley Christian Camp in the amount of \$9,050, payable from Area B PRA Spending Item #4 (Asst. to other Orgs.), for improvements to the cabins, siding, fire pit, wash house and sound equipment.

CARRIED

MOVED by Director Goodings, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee approve a grant for the Kings Valley Christian Camp in the amount of \$9,050, payable from Area B Fair Share, for improvements to the cabins, siding, fire pit, wash house and sound equipment.

CARRIED

MOVED by Director Goodings, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee approve a grant for the Rock of Ages Bible Camp in the amount of \$4,650, payable from Area B PRA Spending Item #4 (Asst. to other Orgs.), for the purchase of a kitchen range, cooler, and siding.

CARRIED

MOVED by Director Goodings, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee approve a grant for the Rock of Ages Bible Camp in the amount of \$4,650, payable from Area B Fair Share, for the purchase of a kitchen range, cooler, and siding.

CARRIED

MOVED by Director Goodings, SECONDED by Director Sperling,
That the Rural Budgets Administration Committee approve a grant for the Cecil Lake Recreation Commission in the amount of \$86,000, payable from Community Works Gas tax, for playground fencing, ball diamonds, dugout areas, and bleachers.

CARRIED

13. ADJOURNMENT

The Chair adjourned the meeting at 4:50 p.m.

Director Rose, Meeting Chair

Kori Elden, Recording Secretary

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